

LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS

Minutes of Budget Workshop August 19, 2014

A special workshop meeting of the Board of Supervisors of Lower Paxton Township was called to order at 6:02 p.m. by Chairman William B. Hawk, on the above date in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Supervisors present in addition to Mr. Hawk were: William C. Seeds, Sr., William L. Hornung, Gary A. Crissman, and Robin L. Lindsey.

Also in attendance was George Wolfe, Township Manager; Matt Miller, Public Works Technician; Brian Luetchford, Parks and Recreation Director; David Johnson, Public Safety Director; Tim Houck, Finance Director; and Watson Fisher, SWAN.

Pledge of Allegiance

Mrs. Lindsey led in the recitation of the Pledge of Allegiance.

Public Comment

No comments were provided.

Presentation of Lifesaving Awards

Mr. Luetchford noted on July 14, 2014, Jamal Carter, a patron at the Friendship Center, was playing basketball in the gym and suddenly collapsed. He noted that Mr. Brooks, a medical professional, went to render aid to the victim. Friendship Center Staff immediately called 911 and Terry Bauknight responded with the AED and assisted Mr. Brooks in CPR and AED. He noted that after two attempts he was able to deliver a shock on the third attempt and he and Ms. Bauknight continue chest compressions until South Central EMS and Police personnel arrived. Mr. Carter has made a full recovery and would like to thank Mr. Brooks and Ms. Bauknight for their quick response and utilization of lifesaving skills, which undoubtedly saved Mr. Carter's life.

Mr. Hawk explained that it was his privilege to present two Life Saving Awards, one to Damian Brooks and the other to Terry Bauknight who assisted in saving the life of Jamal Carter.

Mr. Hawk asked the other Board members to join him in the presentation.

Mr. Brooks explained that it was not his normal practice to be at the Friendship Center at that time of the day but he was very grateful that he was there and was able to render assistance.

Mr. Luetchford noted he received a note from South Central EMS that due to the quick response was the only reason that Mr. Carter survived. Ms. Lindsey questioned how old Mr. Carter is. Mr. Luetchford answered 19.

Preparation of the 2015 Budget through
continued discussion regarding the Strategic Plan

Mr. Wolfe distributed a new copy of the Strategic Plan. He noted that he modified the plan as the Township is awarding a bid for the Wolfersberger Tract fill project and there was no money in the Strategic Plan for this project. He noted that he plugged in \$120,000 for both 2015 and 2016 for this project. He explained that it will be an agenda item for the business meeting this evening. He noted that it increased the real estate tax in those two years .03 mills in each year. He noted that the increase for 2015 is .4 and for 2016 it will be .81. He noted that was the only change that he made from the last sheet.

Mr. Wolfe suggested that the best way to go over the plan would be to start at the top item on the list, to review its status, and determine what the Board wants to do.

Mr. Hawk noted that the first item on the agenda is the hiring of two police officers. Mr. Wolfe noted that the plan calls for the hiring of two officers in 2015 and an additional two officers in 2016.

Mr. Hornung questioned what the millage rate is for \$100,000. Mr. Wolfe noted that one mill equals \$3 million. Mr. Seeds suggested that 10% would be \$300,000.

PSD Johnson noted that the Police compliment is 54 officers, including himself noting that he has experienced a very tough year with numerous illnesses and long term injuries which has brought the complement down to 46 or 47 officers. He noted that is not sustainable. He explained that he had to cancel vacations and time off for officers, as well as programs as he did not have the personnel to do those programs this year. He noted that he is also paying additional overtime to maintain the minimum manpower requirements. Mr. Hornung questioned how much overtime has PSD Johnson had this year. PSD Johnson answered that he has used 60% of his budget in the first six months, roughly \$60,000.

Mr. Crissman noted that the overtime would be reduced by hiring additional personnel. PSD Johnson noted that he is filling many shifts by paying overtime but he is also trying to reduce costs in other areas.

Ms. Lindsey questioned if the personnel on sick leave will be back by the end of the year. PSD Johnson answered that one officer had a hip replacement and the earliest that he could return would be October. He noted that the second officer that is out won't be back before the beginning of next year. He noted that four additional personnel would allow him to put one officer on each platoon. He explained, in 2008, the Department had a compliment of 62 officers. Mr. Hawk noted that the Police Department is down eight officers, with four officers who have been out for a long time.

Mr. Wolfe noted that the issue is the approved compliment and PSD Johnson is asking for an increase in that by hiring two officers in 2015 and an additional two officers in 2016.

Mr. Seeds questioned how many officers can retire. Mr. Crissman noted that this has nothing to do with retiring officers, rather to increase the approved compliment for the Police Department.

PSD Johnson noted that one detective recently retired, but there are several people who could retire in 2015. He noted that two of the three lieutenants could retire, as well as two or three sergeants. Mr. Wolfe noted that retirements doesn't effect this number. He noted that we regularly have to replace police officers who retire or leave for any reason.

Mr. Hornung questioned if someone retires, how long it takes until someone is back in that spot again. PSD Johnson answered that it takes six months to a year and sometimes longer to do that. Mr. Hornung noted that you would have a six month vacancy for a job position. Mr. Wolfe noted that it takes that long. Mr. Seeds noted that is the reason why he asked because he would be short of officers until he gets a replacement. Mr. Hornung questioned if you could start earlier; do officers give much notice of their retirement. Mr. Wolfe answered that they do not. PSD Johnson noted that sometimes he gets a month notice. He noted that the hiring process for someone who may have Act 120 certification is probably a three to four month process until we complete the advertising, physical and written tests and the background investigation.

Mr. Wolfe noted that the question before the Board is the number of officers to be hired.

Mr. Crissman noted that he is willing to support two additional people now and two in 2016.

Mr. Hawk questioned when the officers could start work. PSD Johnson noted if the two officers were hired January 1st, and they had to go through the Police Academy, they would not

be productive police officers until September or October of next year. Mr. Wolfe noted that the Township would still be paying their salaries.

Ms. Lindsey questioned if the newly hired officers are ready to go on the road by themselves. PSD Johnson answered that one officer will be ready the third week of September and the other will be ready the first week of October. Mr. Seeds questioned if the officers get paid while they are in the academy. PSD Johnson answered that they do, but it is a reduced salary.

Mr. Seeds questioned who pays for the schooling. PSD Johnson answered that the Township does, although we used to get a 60% reimbursement from the State.

Mr. Wolfe noted that the initial starting salary is what a first year police officer would make and it increases substantially after that. He noted that this rate is for officers starting at the lowest rate of scale.

Mr. Crissman noted that he would support this line item. Ms. Lindsey answered that we need them.

Mr. Hornung noted that he is willing to raise the taxes for this year but he is not willing to raise the taxes for 2016. He noted that he is willing to raise the taxes up to .4 mills but not .8 mills. He noted that he will not commit to something for 2015 that will result in a tax increase in 2016, although he might raise it another tenth of a mill but he thinks politically it will be very difficult to do this in consecutive years. Ms. Lindsey suggested as we review the list there might be items that we may not agree with and they could be taken away. Mr. Hawk noted that there are several things that he would not want to do for 2015. Mr. Hornung noted if you approve the hiring of four police officers, set aside .1 mill. He noted that it may not totally be .1 mill next year but it will be for 2016.

Mr. Seeds questioned if Mr. Hornung wants to build in the increase to hire all four although we are only hiring two in 2015. Mr. Hornung noted that is another discussion. Mr. Seeds noted if you don't raise the taxes in 2015 for all four officers then you may have to raise it again in 2016 to cover the other two officers. Mr. Crissman noted that is a discussion for another time.

Mr. Hornung noted that we already have to raise taxes by how much to cover the bond issue. Mr. Wolfe answered \$200,000 plus for 2015 which would be a 7% or 8% increase. Mrs.

Lindsey noted that it was about \$39. Mr. Wolfe answered that is based on a home assessed at \$200,000.

Mr. Hawk noted that we would look to comments from Mr. Miller for the Public Works Operations Supervisor. Mr. Miller answered that is Mr. Robbins deal as he and Mr. Wolfe have had discussions on this topic. He noted as we start to ramp up the stormwater program, we will need an additional set of eyes to keep the projects moving and get them in the pipeline.

Mr. Wolfe noted that the Public Works Department is the only department that doesn't have an assistant in charge of the operation. He noted that Mr. Miller is involved in engineering and there is a foreman but we don't have a second person in the chain of command as you do in the Sewer Department, Parks and Recreation and the Police Departments. He noted that the Public Works Department is the second largest department in the Township with 30 plus employees. He noted that you are running that department now with the least amount of overall supervision of any of the four major departments.

Mr. Wolfe noted that Mr. Robbins, Mr. Kline and Mr. Miller do an excellent job but the fact is that you still need someone to help with the day-do-day supervision of staff and that is critical in this department.

Ms. Lindsey questioned if Mr. Miller deals with the stormwater issues. Mr. Miller answered yes. Mrs. Lindsey questioned if he oversees the stormwater projects. Mr. Miller answered that he does not have managerial responsibilities. Mr. Wolfe noted that Mr. Miller is an engineer; he is not department manager.

Mr. Hornung noted that he would support this on one condition, his number one complaint by far is that Public Works doesn't answer their phone calls. Ms. Lindsey agreed. Mr. Hornung noted that has to change and he is willing to put money on the table to do that but it has to be done and how you achieve it with the money we give you is up to staff. He noted that is his number one complaint. He noted that they are the angriest because they have not had a call back. He noted that he has to get through that anger before he can solve the problem. He noted if Public Works is committed to solve that issue he will stand behind this issue.

Ms. Lindsey noted that she did not agree to spend these funds in 2015. Mr. Hornung questioned if this is the number one issue with Township residents. Ms. Lindsey answered definitely, just since January. Mr. Hornung questioned Ms. Lindsey how we will solve this. Ms. Lindsey noted that there are a lot of people who work for that Department that could take a little

time and call back. Mr. Hornung noted that there are so many phone calls that it would be more than a couple of minutes to make these phone calls. Mrs. Lindsey noted if the new person is out supervising we will be right back where we were in the first place. Mr. Hornung noted that he is not committed that the person to be hired should be a supervisor. Ms. Lindsey noted that the initial cost is for an operations supervisor. Mr. Hornung noted that he told Mr. Miller that he is only willing to hire someone who will answer the phone calls. He noted that he does not care how the workload is rearranged but he wants the phone calls returned. He questioned Mr. Miller how this could be done.

Mr. Miller noted that we do not have much administrative staff, noting that Ms. Tanenbaum (MEB) does a good job of getting calls where they need to be, noting that many times people call that have nothing to do with municipal government. He noted that those types of calls are eating away at the time that it takes to return calls that relates to what Public Works does. He noted that the process could be improved, noting that many times staff is out of the office, noting that he prefers to communicate by way of email as it gives him a written record and he can respond back at the time that is more convenient for him after he gets the information to provide an answer. He noted if someone calls, he has to call them back to get information and then he has to call back again with an answer.

Mr. Hornung noted that he does not see that the people who come into his store will email Mr. Miller. Ms. Lindsey noted that they will pick up the phone. Mr. Miller noted that most people under 40 will email him rather than call him. He noted that is an outlet that we need to utilize, noting that phones are people's lives and texting is one way of communicating. Mr. Hornung noted that he likes email better because it sets things up and makes it easier. He suggested that it would occur in the near future that you will transfer a major amount of your calls from phone calls to email. He noted as people get older, they get more curmudgeon, and you get more complaints from people who do not have email. He noted that we still have to solve this problem and even if it is a wrong call to Public Works, he needs the phone call to be answered and taken care of somehow. He noted when it gets to his level he had to do his research because he has found out that there are two sides to every story and Public Works does an honorable job. He noted that nine out of ten times the customer has it wrong. He noted that he needs someone to do the research to come up with an answer.

Mr. Hawk noted that many people like to talk to each other although emails are the wave of the future. Mr. Miller noted that there are 48,000 residents and only one of him. He noted that he has to deal with anything related to water. He noted that there are only so many hours in the day. Mr. Hornung noted that he is not trying to put pressure on Mr. Miller and he understands that. He noted if he has indicated to Mr. Miller that he does not work hard, he asked to excuse him on that. He noted that is why he knows that the problem can only be solved by hiring someone who will answer the phone and resolve the issues. He noted that he does not know if he agrees that it should be an operations supervisor but maybe an assistant that takes the calls away from Mr. Miller and someone else.

Ms. Lindsey questioned, at \$82,000 salary, are they going to have an engineering degree. Mr. Wolfe noted that is the loaded number to include the costs of benefits. He noted that he is providing the entire cost for each item. Mr. Hornung questioned what the annual salary for this job is. Mr. Wolfe suggested closer to \$50,000.

Mr. Seeds noted that someone has to answer these calls. He noted that they used to have an Ombudsman position who would take care of these things. He noted that people need to have a return phone call within a reasonable time period. Mr. Hawk suggested that you are not hiring an operations supervisor; rather it would be a combination job. Mr. Miller noted that anyone can answer a phone, and sometimes Mr. Wolfe fields these phone calls. Mr. Hawk noted if we hire an operations supervisor and he is answering phone calls you are underutilizing that position.

Ms. Lindsey questioned if we need someone to return phone calls or do we need someone to be out in the field to oversee the stormwater projects. Mr. Wolfe noted that this is not so much about stormwater. He noted that Public Works does a lot more than stormwater, they maintain all municipal properties, equipment, all the work on the roads, maintain the compost facility, and do the landscaping in Township parks. He noted that Mr. Robbins needs assistance in coordinating all those activities as well as addressing complaints from residents. Mr. Hornung noted that he hopes that the assistant would be that person because people call in and leave a message for someone to call them back. He noted that it is not a call that can be answered by a staff person sitting in an office; rather someone who has some familiarity out in the field. He noted that it could be an assistant to answer the calls as it typically has to be Mr. Robbins or Mr. Miller. He noted that they are so overwhelmed but they need someone who can return the call, investigate the issue and get back to the person. He noted that the commitment that he is looking

for is once the calls comes in, the call is returned by someone that is knowledgeable in a reasonable amount of time. He noted that he had a customer who stated that he called that Department three times and has yet to get a call back. He noted that he spoke to Mr. Wolfe about this and he insisted that it be included in the budget to have someone take care of this as it has been an ongoing problem.

Mr. Hawk questioned if these calls come in on an answering machine or do they get a live person. Mr. Miller answered that it depends, noting that the Public Works hours are 6:30 a.m. to 2:30 p.m. and if people call at 3 p.m. or 3:30 p.m. it will go to the voice mail system or if MEB is off it will go to the voice mail system. Mr. Hawk noted that depending on when the call comes in staff may not be able to get to it until it works into their schedule. Mr. Miller noted that depending on what is scheduled for the following day he may or may not pull them off the phone.

Mr. Hawk questioned if MEB could make a call back and let them know that their call was received but that it may be a couple days until someone can get back to you.

Mr. Miller noted that we are the second largest department and the structure is the leanest as far as administration, noting that the Police Department is the heaviest with Parks and Recreation having a couple different layers of administrative staff; but structure is a good thing as it provides for continuity of things. He noted that Mr. Kline is out in the field setting up the work schedule and actively supervising that work. He explained that he works on designs in-house for stormwater issues, working with contractors and developers, and Mr. Robbins is trying to keep everything together. He suggested that an overall Public Works Operation Supervisor, similar to the job that Mr. Wetzel does for the Authority, would be good. He noted that Mr. Wetzel has responsibility that is less than Mr. Weaver's but more than crew leaders and they function to assist the director.

Ms. Lindsey noted that many things are subcontracted out that we don't do, so when people are out doing that does someone from the Township oversee them. Mr. Miller answered yes. He noted that staff makes periodic visits, but if it is a stormwater contract, HRG is doing the inspections. He noted that they do the inspections for the stormwater permit plans if someone is doing over 1,000 square feet of work for Chapter 170. He noted that he will go out and do inspections also.

Mr. Seeds suggested that we should have someone who stays later in the day, after 2:30 p.m. He questioned where the phone calls go to, nowhere. Mr. Wolfe answered that they go to a

voice mail system. Mr. Seeds noted that people expect to call someone after 2:30 p.m. and get an answer until at least 4 p.m. or 4:30 p.m.

Ms. Lindsey noted if the voice mail states the hours, noting that if it is after hours and a person needs assistance that they could be directed to the main Township phone line, since there is someone on the phones until 5 p.m. Mr. Wolfe noted that we could do that but you're going to get the same result, we will take a message requiring someone to make a second phone call only to have a message taken and relay it back to Public Works to be handled the next day.

Mr. Seeds questioned if we could take a look at the entire operation to see how we can fix some of the things that are broke. Mr. Wolfe noted if phone calls are an issue he will work to address it. He noted that it will come back to the point that there is a staffing issue and the request has been for staffing assistance.

Mr. Hawk questioned if we hired an operations supervisor will it help to smooth out the ability to return phone calls as well as doing other jobs. Mr. Miller noted that it would help depending on how the operations supervisor's role is defined between Mr. Robbins and Mr. Wolfe. He noted that the calls are divided now, noting that he handles the water issues and Mr. Robbins handles the issue if they didn't like his answer, normally getting the same answer, and if they don't like that they will go to a Board member. He noted that Mr. Kline handles the issues that are more of an immediate nature such as directing staff as a foreman but he does not have that capability. He noted if someone calls in about a sinkhole, Mr. Kline will take the message and get staff to look at it. He noted that messages get triaged and routed, but it depends on when the calls come in and how many come in.

Mr. Hawk noted if someone calls a Board member all we can do is listen to them as we can't provide an answer. Mr. Miller noted if they call the Township after Public Works hours, the person in the main office most likely will not be able to answer their question. He noted if it is something as simple as the hours for the compost facility they can handle that but if they want to know about pipes or flooding that is when they have to speak to Public Works. He noted that now they have made three phones and they won't be happy.

Mr. Seeds noted that many times if Mr. Wolfe is not available, Mrs. Heberle will help a lot of people and has answers for them. He questioned if MEB is very helpful in helping to resolve issues. Mr. Miller answered that MEB will answer compost facility questions and trash

service questions and if she knows the answer she will provide it, but the technical or construction type things is not her field.

Mr. Hornung noted that most of the customers that come in complaining about something that Mr. Robbins or Mr. Miller have to go out to look at. He noted in many cases you don't already know about it but they want an answer back. He noted that he does not get complaints about people not retuning phone calls because of the hours of operations. He noted that those concerns might not be important enough to force them to drive to his store as the ones where they want to know why they are getting water in their backyard as it is more important to them. Mr. Wolfe noted that the very issue that you are talking about is the very type of person we are looking to hire. Mr. Hornung noted that he will agree to this issue if he knows that that area will get resolved.

Ms. Lindsey questioned if an operations supervisor is the correct job title. Mr. Hornung noted if the operations supervisor takes the load of Mr. Robbins so he can return the phone call then we have a winner. Mr. Wolfe noted that it is terminology that Mr. Robbins came up with, but it is not a term that would be used in the administrative structure. He noted that manager like a Public Works Department Manager would be the next level. He noted that Ms. Wuestner is the Friendship Center Manager and Jim Wetzel is the Sewer Operations Manager. He noted that is typically the level that this person would be.

Mr. Crissman noted that he doesn't care what they call it but he will support it as long as the issue is resolved.

Mr. Hawk noted that Mr. Miller and Mr. Robbins should work this through before we make a commitment. Ms. Lindsey noted that she would like to see a list of duties for this person. Mr. Wolfe noted that he would create a job description and share it with the Board.

Mr. Hawk noted that we will see this again before we make a final decision.

Mr. Hawk noted that the next item is the investment in Information Technology issues. Mr. Wolfe explained that the Township has begun to make the investment this year and it is continuing. Mr. Crissman suggested that it has to continue. Mr. Houck noted that he is hoping that over the next few years it will cost less over time as Appalachia improves the service. Mr. Wolfe noted that the Township allowed itself to get behind the eight-ball. Mr. Houck noted that we might have to spend a little more now and less later on but we are better off fixing it now to save a lot latter.

Mr. Hawk noted that the fill project for the Wolfersberger Tract is next. Mr. Luetchford noted that we have the plan in place to develop the park to try to take some of the stress off of Koons Park and by doing that the Board has agreed to take on the costs beyond what the Sewer Authority can contribute by the fill project for the one portion of the tract that fronts Wenrich Street. Mr. Luetchford noted that this is probably the first of three phases for earth moving for the park. He noted that this will be the start of the process.

Mr. Hawk questioned what \$120,000 will fund. Mr. Wolfe noted that was discussed during the workshop session last week and on the agenda for tonight's second meeting; a bid to award the contract for over \$1 million for the fill project, followed by a change order eliminating the work on the south side of the tract, resulting in a \$600,000 project. He noted that \$380,000 of that will be funded by the Authority with the Township paying \$240,000 from the General Fund. He noted that a 70% of that work will be offset by sanitary sewer department revenues to pay for the use of the site as a fill site.

Mr. Hawk noted for the Fire Department Study he would like to eliminate it. Ms. Lindsey agreed. Mr. Wolfe noted that things are quiet at this time with the fire departments but he suggested that it would be the best time to conduct a study because when they come in fighting with each other over equipment, it is a terrible time to do a study. He noted that they will be uncooperative, addressing a problem that exists as opposed to looking forward to solve a problem that may exist. He noted that we have talked for years about doing a study to determine an analysis of the equipment utilization and staging. He noted that if we don't do it in 2015 that is fine but he suggested that it should be done within the five-year time frame as the fire chiefs will want to purchase more equipment as part of the Phase Four Fire Equipment Capital Plan. He noted that we have \$1 million in the bank and the Township is contributing \$200,000 a year and they are looking to buy equipment. He noted when they met with the Board this past spring, they all wanted to purchase an aerial truck. Mr. Hornung suggested that the \$50,000 should come out of the Capital Fire Equipment Plan especially if it is going to determine how to more efficiently spend those funds. Mr. Wolfe noted that it would be the decision of the Board. He noted that it is a legally established Capital Fund and he would have to ask Mr. Stine for an opinion on this question. Mr. Hornung noted that it would determine what the next purchase from that fund would be so it seems to be an appropriate use of the funds.

PSD Johnson noted that he has met with all the fire chiefs several times and they have generally agreed what is needed and what is not needed and all agree that there is equipment sitting in their stations that they don't need. He noted that the issue is the purchase of three aerial units. He noted that all three chiefs can make a good argument for why they need one. He noted that given the fact that there is no guarantee that on any given day that an aerial from a particular fire department will be able to get out, they could have to call for assistance from another fire department. Mr. Hawk questioned if he was talking about a ladder truck and all three fire chiefs want one. PSD Johnson answered yes. He noted that Colonial Park has a quint, Paxtonia has a tiller; noting that their ladder truck answers many calls in the City of Harrisburg; this is something that needs to be discussed in the future. He noted that Linglestown has an aerial unit.

Mr. Hornung questioned if the fire chiefs want an aerial so they can go outside the Township to fight fires. PSD Johnson answered not necessarily, but Paxtonia is running a lot into the City or on standby status at another station outside the Township. He noted that they are going past Colonial Park's station to do this. He noted that the three fire chiefs have generally agreed on what is needed, but the issue is that there is no good research for when equipment should be replaced. He noted that it is not certain if an engine should be replaced every 15 or 18 years, or what the time period is for a ladder. He noted that it is dependent on many things.

Mr. Seeds questioned PSD Johnson if we need to do the study. PSD Johnson noted if you hire a professional it will carry more weight. Ms. Lindsey questioned PSD Johnson if he had a friend who could do the study. PSD Johnson noted that he spoke with him and he stated that he is not sure we need three ladders although he can see their arguments but he does not agree with it. He noted that three ladders are a lot for the size of the Township.

Ms. Lindsey questioned if someone has to be trained to drive those ladder trucks noting that not everyone in the fire house can drive the tiller or ladder trucks. She questioned if the fire chiefs argument is if there is a fire and Paxtonia has no one to drive it, they will have to call Colonial Park to service the fire. PSD Johnson noted that it could be one of the arguments. He noted if they need an aerial they could call Colonial Park or Linglestown. He noted that they also make independent arguments for their run district. He noted that Linglestown will argue that they have a lot of properties with a significant setback and they need an aerial ladder to provide water. Ms. Lindsey noted that Colonial Park has the Osteopathic Hospital. PSD Johnson noted that they also have the high rise apartments.

Mr. Seeds suggested that we should do the study and if we can take it out of the Fire Equipment Capital Fund we should do it. PSD Johnson noted that you will have to figure out a way to replace those funds as the fire chiefs will have to be buying apparatus.

Mr. Hawk noted that he talked with Bob Timpco at a PSATS conference who teaches fire safety and procedures and he invited Mr. Hawk to view his fire station. He noted that they have equipment that was bought in 1997 that they are still using. He explained that the paint was peeling off and it was a fairly sizeable piece of equipment. PSD Johnson noted in some cases it is all cosmetic. He noted that our people, as soon as it happens, have to get every device. PSD Johnson noted that any equipment prior to 1995 could have safety related issues and those pieces should be replaced, but we don't have any that old. Mr. Hawk noted that our people are driving around in the nicest cars you ever wanted to see, the SUV's. PSD Johnson explained when he met with the fire chiefs he asked about all the safety related questions, rusting issues or significant expenses for maintenance and it is all typical repairs. He noted that there are no safety issues He noted that the cabs are enclosed and the lighting is appropriate. He noted that there could be a major breakdown for a piece of equipment that could cost a lot of money and the Township may decide to keep equipment longer and we will pick up the tab for any exorbitant repairs that are needed. He noted that they do not fight many fires like they do in the big cities.

Mr. Hawk noted that he drives around in a car that is five years old and they drive a Ford Explorer that is maybe six months old and needs to be replaced. PSD Johnson noted that they all have good equipment. Ms. Lindsey questioned if the Township pays for the SUV's. Mr. Wolfe answered not directly, more indirectly through our contribution. PSD Johnson noted that it is money that could be used towards other things. He noted that the issue is to decide when to replace the equipment and there are no good answers for this question. He noted in Phoenix County they have a population of 230,000 covering 100 square miles with a paid fire company and three ladder trucks.

Ms. Lindsey questioned what the study will show the Board. PSD Johnson noted that he wants to identify redundant equipment, which we have done that, noting that they each have equipment that they don't need. He noted if it wears out it could be used as a reserve engine, as there is a host of things we can do, or we could continue to let them run the apparatus until it becomes so costly that it is time to get rid of it and not replace it. He noted that the three fire

chiefs agreed that they have equipment that they don't need. He noted that they like to have a lot of equipment to be prepared for anything that might come along.

Ms. Lindsey questioned if the fire chiefs are aware that we are looking to do a study. PSD Johnson answered that they are aware that he was looking to prepare information to the Board to assist in looking forward. He noted that someone who does this for a living would carry more creditability than he would.

Mr. Seeds noted that the Board has been talking about conducting a study for years.

Mr. Crissman questioned if the study would only include the assessment of what we currently have and provide direction for replacement cycles. PSD Johnson noted that it would do that but there are no guidelines noting that it would be based upon call volume, types of fires and terrain. Mr. Crissman suggested that the experts would have some knowledge since they do it around the country. Mr. Wolfe noted that there is no generic answer. Mr. Crissman noted that he always had a schedule for when and how many buses should be replaced each year.

PSD Johnson questioned if the buses were bought or leased. Mr. Crissman answered that they bought the buses. He noted that they had a plan for replacing buses to keep the same amount of money in the budget for this expense. PSD Johnson noted that would be the benefit of doing a fleet lease for fire equipment. He noted that you could determine that you would keep an engine for 18 years and 20 years for an aerial piece and on a certain date the equipment would be turned back and be replaced.

Ms. Lindsey questioned if fire departments are doing that. PSD Johnson noted that they are but to lease one for a department and then wait three years for the next department and so on that would not be a good idea. He suggested that we need to figure out what is needed for each station and go from there, committing that amount of money each year.

Mr. Crissman noted that he was looking for the elements for a professional study. PSD Johnson noted that you would hear that you need to replace an engine between 15 and 18 years and an aerial between 18 and 20 years and a tanker between 20 and 25 years.

Mr. Hornung noted if we spend \$50,000 we should get a return as \$50,000 is a lot to spend to settle an argument... Mr. Wolfe noted that the Board would get professional guidance for how to structure its equipment purchases into the future. Mr. Hornung suggested that there might be some savings that would offset the \$50,000 expenditure. Mr. Wolfe answered that there could be as these are planning numbers. He noted if you did the plan and had concurrence

from the fire chiefs that the plan saved you money, then it would be money well spent. Mr. Hornung noted that is the way he would approve the \$50,000 hoping that it would reduce the costs and bring some reasonableness to the consumption we are doing.

Mr. Wolfe noted that he would not be prepared to spend the money engaging a qualified consultant to set up a capital replacement plan and not implement it. He noted that you have to have the fortitude to say to the fire companies this is it. Mr. Crissman agreed. Mr. Hornung noted that you are telling me that there is a lot of redundancy. Mr. Wolfe agreed and they want to do more. Mr. Hornung suggested that this would help to reduce the consumption moving forward so we will get the \$50,000 back. He noted that it could bite us and we may have to spend more but that would be determined afterwards. He noted that he is willing to take a gamble and pull the \$50,000 out of the Capital Fire Equipment Plan.

PSD Johnson suggested that an expert will tell you that you have redundant equipment and that you can reduce it. Mr. Hornung noted that we could sell that equipment off. PSD Johnson noted that it may also tell you that you need to replace multiple pieces of equipment that could easily run over \$3 million. Mr. Wolfe noted that an expert is someone who does not live in this area.

Mr. Crissman noted for the last scenario we would have to put it into a plan to phase it in. Mr. Hornung noted that we have a fire tax. Mr. Wolfe noted that the capital plan is funded through the fire tax that is part of the millage rate. PSD Johnson noted that a fire truck is like a police officer, it takes about a year to get it from the time you order it.

Mr. Hornung noted if we have an expert come in and tell the Board that it needs certain equipment, when we go to the till to increase the fire tax, we will have something to back it up. Mr. Seeds noted that it would justify the increase. Mr. Crissman noted that it would protect everyone.

Mr. Hawk noted that you need to get the firemen to buy into it. PSD Johnson noted that they all agree that they have redundant equipment but what they don't want to agree with is that they can do with less than the current three aerial pieces. Mr. Hornung noted that it will be hard if we have to have one of them give it up.

Mr. Crissman noted that the expert will tell us what we need and it would not be a Board versus the firemen or PSD Johnson versus them.

Mr. Crissman questioned where we are with setting up a meeting with the three fire chiefs. Mr. Wolfe suggested that it may not happen.

Mr. Hawk questioned what we do if the study shows that we only need two aerial pieces. PSD Johnson answered that someone will have to make a hard decision. Mr. Crissman noted that it is not the Board's decision to make. Mr. Seeds noted that we could look to the report and that would take all the politics out of the issue.

Mr. Wolfe questioned if he is to leave it in for 2015. Mr. Hornung noted that he is voting to take the funds from the capital plan. Mr. Seeds noted that it needs to be done.

Mrs. Lindsey noted that we will have to put the money back. Mr. Hornung noted maybe not, but if we do, we can raise the fire tax millage rate. He noted that people would be more amenable to raising that tax since it is for their protection. He noted if we have justification and a professional opinion to back it, then the Board would be foolish at that point not to since it is a public safety issue. He noted that it would provide a validity to the Board's decision. He noted if it goes the other way then we are ahead of the game. Mr. Wolfe noted that he would talk to Mr. Stine to get a final answer on that before we make the final decision on the Strategic Plan.

PSD Johnson noted that he will prepare a report to Mr. Wolfe for what his findings are and what the recommendations are spelling out for what is redundant. Mr. Hornung requested if he could come up with an estimate of the worth of redundant equipment if were to be sold.

Mr. Luetchford noted that replacement of park facilities reflects the need to consider what is existing in the park system now as he has a lot of aging equipment, fencing, buildings, pavilions and they all add up to a need to take care of what we have. He noted that it is linked to Item 36 the ADA improvements. He noted as you make improvements or replace existing facilities, you have ADA improvements associated with it and when he saw the number he knew that it would not be enough to replace equipment. He noted that his thought is to include the two together as they work hand-in-hand. He noted that we are really talking about \$175,000

Mr. Wolfe noted if you go to repair a playground in Koons Park you are required to make it ADA accessible and incur the ADA expenditure as well as the equipment upgrade.

Ms. Lindsey noted that after what we saw at Possibility Place at National Night Out we definitely need to do this as it is not as old as many of the other park facilities. Mr. Crissman questioned if staff is receiving any additional contributions from a community sponsored program or organization. Mr. Luetchford answered no.

Ms. Lindsey suggested that many of the parks have not been touched for a long time. Mr. Luetchford noted that he still maintains the parks but tennis courts are breaking apart and you can't fix them unless you are thinking about repaving them. Mr. Crissman noted that it provides opportunities for accidents that would cause liability issues.

Mr. Luetchford noted that staff removed the lights at Koons Park and Brightbill Park since the wiring was short-circuiting. He noted that it cost too much to repair them at this time.

Mr. Crissman noted that he would support keeping both items in the plan. Ms. Lindsey answered yes.

Mr. Hornung questioned who does the work. Mr. Luetchford noted that staff from Public Works does all it can although there are individual contractors that he works with for fencing, electrical or plumbing.

Mr. Wolfe noted that some of what Mr. Luetchford deals with is proprietary in some of the playground equipment, for instance if you buy a Game Time play set they only have the parts to fix it. Mr. Luetchford noted that he recently spent \$1,000 to replace two broken slides.

Mr. Wolfe noted that the in-car videos is programed for 2016.

Mr. Wolfe noted that the K-9 Police Service is programed in 2015 for the cost of a dog and officer in the initial year and in years after the cost of the officer will increase.

Mr. Seeds questioned what impact this would have in hiring two officers in 2015. Mr. Wolfe noted that this would be an additional officer to the two already discussed.

Ms. Lindsey noted that the first year states that it is \$115,000 and in year two it is \$116,000. She noted in the initial year the cost of the dog would be \$16,000 so would it not be removed from the \$116,000. Mr. Wolfe noted that you have to add in the increased cost of the officer. He noted that he programed year 2019 as \$120,000 and with year 2015 it was \$115,000 so he straight-lined it from that point. PSD Johnson noted that some costs would go up and others might decrease. Ms. Lindsey noted that she talked about fundraising for the dog also. PSD Johnson noted that is not included in the price.

Ms. Lindsey noted this is all about the the safety of the officers, going back to last year when staff had to borrow the City of Harrisburg's dog, as we might have lost an officer in that incident instead of the dog that was shot.

PSD Johnson noted a problem that will also have to be addressed is that currently we have lieutenants that make less than sergeants. He noted that we have to fix this as the three

lieutenants are living with it but there is no one in the agency that wants to move up to lieutenant rank, why would they. He noted that that officers make more as sergeants and they are protected by the union. Mr. Seeds noted that it is not always about money. PSD Johnson noted that you might find one or two who will say that. He noted that it is a problem that he wanted to bring to the Board's attention.

Ms. Lindsey noted that she questioned Mr. Wolfe before in regards to the lieutenants as there is one that just supervises one person and PSD Johnson stated when one retires that he would not fill one of those positons. She questioned if that was still PSD Johnson's intention. PSD Johnson answered that is still the plan.

Mr. Hawk noted that we borrowed Zeke from the City of Harrisburg but he is willing to delay this one year.

Ms. Lindsey questioned how many times this year have we asked for a dog that we used. PSD Johnson answered about five times.

Mr. Crissman questioned Ms. Lindsey that she stated that this is something the community would support. Ms. Lindsey answered definitely. Mr. Crissman suggested if the community will support this why we don't go that route so we don't have to raise taxes. Ms. Lindsey answered that they will support the dog which is the \$16,000 but they will not pay for the officer. She noted that she received a call from Mrs. Gallup last week after the meeting asking her if anything is happening because she is willing to do the fundraising for the vest. She noted that once the community finds out, people and local businesses that have asked so it is not a cost that would entirely be paid by the Township. She noted that some of the food could be donated as well as some of the services for the veterinarian. She noted that people want to participate as a community event, but they don't want to pay for the officer. They are looking for the dog.

Mr. Seeds questioned if Dauphin County has dogs. PSD Johnson answered that the sheriff's office has dogs. He noted that PSP also has dogs. He noted that we have asked for a dog five times this year. PSD Johnson noted that it was five times that he is aware of that we have called and asked for a dog but there could have been more instances that he is not aware of. Mr. Seeds noted that we can get the Sherriff's office, PSD, Derry Township and City of Harrisburg dogs. Ms. Lindsey noted that it is not fair to those communities that are purchasing the dogs. She noted that Derry Township raised funds for those dogs. Mr. Seeds suggested that

this might be a good county-wide initiative noting that they are discussing a regional police force. He noted that he is not for or against it but he wondered if this would be more of a proper function for the County. He noted that it is a need but he questioned who should support it. PSD Johnson noted that Mrs. Lindsey just mentioned that it is probably about five years out for the results of that study.

Mr. Crissman questioned when the Police Department makes a request for a dog from another municipality what do they charge us. PSD Johnson answered nothing. He noted that it is covered under the mutual aid. Mr. Seeds noted if we get a dog then we will be doing the same thing. PSD Johnson noted that people will be calling to use our dog if it is working. He noted, unless it was an extreme event, he would not authorize our dog and officer to be called out at an overtime expense to go to another agency. Mr. Seeds noted that is why he questioned if it should not be a county service. He noted that it is like the old argument that townships that don't have a police department should be paying PSP for services.

Mr. Crissman noted that we have used the dog five times and paid nothing for the service. Ms. Lindsey noted that she knows for a fact that Derry Township has community support, and have everything set up, doing spaghetti dinners for their dog and they are upset because they have to lend the dog out. She questioned what happens if the dog gets shot. She noted that they are raising money for those dogs to stay in their community and how many times have we asked and no dog was available. She questioned if the dog might have been available but they say no to the request, we don't know that. She noted that it is a safety thing with our officers.

Mr. Hornung questioned if there were any funds in the budget for the lieutenants. PSD Johnson answered not. Mr. Hornung questioned what your proposal is. Mr. Wolfe answered that it is part of the administrative compensation plan. PSD Johnson noted that some of the things would be nice to have but we need to address that issue. Mr. Hornung questioned if PSD Johnson had a figure for what it should be. Mr. Wolfe noted that it would require an employment market survey. Mr. Hornung questioned if he was talking \$50,000 a year. PSD Johnson answered no. He suggested that it would be more like \$15,000 a year.

Ms. Lindsey questioned if the sergeants are making more money due to overtime. PSD Johnson answered no. Mr. Wolfe noted that thee lieutenants have a higher rate of compensation than sergeants but the sergeants do make more due to overtime. PSD Johnson noted that they make more mainly due to the longevity. Ms. Lindsey noted that the sergeants have been working

longer than the lieutenants. Mr. Wolfe answered that they get an administrative longevity rate. PSD Johnson noted that the sergeant's longevity is 10% with base pay and there are two sergeants whose rate of pay is higher than what the lieutenants get paid.

Mr. Crissman noted that PSD Johnson is still considering the two new police officer positions and now we are asking for a third officer for the dog, could one of the two new police officers be a dog handler so we would only have to hire two instead of three. Mr. Hornung questioned if he okayed the hiring of two officers would one be with the dog. Mr. Crissman questioned how you would do it if the community paid for the dog. PSD answered that he needs four additional officers, one for each platoon. He noted if you give me two officers and a dog... Mr. Hornung questioned what if he said he could have four officers, what would you do with them. PSD Johnson answered that one would have a dog. He noted that whoever is assigned the dog, can't be considered as manpower. He noted that we have minimum manpower requirements and he could not be considered as manpower. Mr. Seeds noted if you only got three officers, you might not want the dog.

Mr. Crissman noted if we can afford to pay for three officers how you would use them. PSD Johnson answered that one would have a dog and two would be added to platoons. He noted anything less than four officers will make the platoons uneven. He noted that it depends on what you want out of the Police Department. He questioned if you want us to continue many of the programs that we have done in the past such as the citizen's police academy or youth academy. He noted that Night Out was a stretch this year as people don't volunteer like they used to. He noted of the ten officers working the event, only one volunteered to do so. He noted that the others were paid or received comp time. He noted that he spoke to another agency and was told that 17 officers showed up for Night Out but no one volunteered. Mr. Wolfe noted that you can't volunteer to work for your employer. PSD Johnson noted in the past people did volunteer.

Ms. Lindsey questioned if they received a whole days pay or half day pay. PSD Johnson noted that they were compensated hour for hour.

Mr. Seeds questioned how important it is to have a dog. PSD Johnson noted that it would be a great addition to the force as there are a lot of benefits. Ms. Lindsey suggested that it is a great public relations item as well. PSD Johnson noted that it would help with the schools, building searches and situations where we need a dog, similar to what occurred with Zeke. He noted that there are a lot of benefits.

Mr. Seeds noted this dog would be used more than five times a year as we have done this year. PSD Johnson answered that we would use the dog for building searches when we get alarms at night instead of sending in an officer. Mr. Seeds questioned if the officer was at home would you call him out. PSD Johnson noted that he built in overtime to this line item. PSD Johnson noted that he would call the dog and officer out for overtime if there was a need. He noted that we need officers first because without officers in the field to do the things the Board wants it to do for the community we can't do it. He noted that we cancelled the Citizens and Youth Academies this year.

Mr. Wolfe suggested that we pick up on the K-9 service item at a future meeting and schedule it for the next Tuesday at 5 p.m., moving the Sewer Authority meeting to 7 p.m.

Adjournment

Mr. Hornung made a motion to adjourn the meeting and the meeting adjourned at 7:29 p.m.

Respectfully submitted,

Maureen Heberle
Recording Secretary

Approved by,

William L. Hornung
Township Secretary